

## TERMS OF REFERENCE

### SUSTAINABILITY INITIATIVES FEE COMMITTEE

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The Sustainability Initiatives Fee (SIF) Committee is a result of the 2014 SIF Agreement in which MOHAWK COLLEGE and the MOHAWK STUDENTS' ASSOCIATION (MSA) agreed to the implementation of a Sustainability Initiatives Fee to provide all students of the College with knowledge and skills focused on the advancement of sustainability initiatives; and, that the adoption of sustainable initiatives, principles and practices into the College's daily operations will continue to enable the College to provide a positive educational and working environment for all students and staff, while remaining a leader in sustainability among other post-secondary institutions; and, for which a sustainable initiative is defined as a special project, research opportunity, service trial or infrastructure upgrade which will enhance the sustainability of the MSA and the College.

The SIF Committee is a model of cooperation between the MSA and Mohawk College for which both parties are committed to in order to support the advancement of sustainability, connected to an enhanced student experience at Mohawk College.

#### PURPOSE

The SIF Committee is charged with distributing the SIF funds collected through the site fee as outlined in the SIF agreement.

#### MEMBERSHIP

- The SIF Committee will be made up of the following six (6) voting members and two (2) ex-officio members.
- Three (3) members of the MSA appointed by the MSA Board of Directors.
- The College will have three (3) votes consisting of three (3) members of the College's Senior Management Team as appointed by the Mohawk Executive Group.
- Membership will be reviewed on an annual basis and approved by both the SIF Committee and Mohawk Executive Group.
- Mohawk College Manager of Sustainability and MSA Executive Director, or other delegates to serve as ex-officio members.

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- The Committee members will elect a Chair from the Committee membership on an annual basis.
- Non-voting members may be added as information and subject resources at the discretion of the Committee, but should include one senior representative from the Facility Services department.

### QUORUM AND VOTING

Quorum consists of a simple majority which would include two (2) representatives from each constituency group.

Decisions by the Committee shall be taken by a simple majority of the voting members.

Regular meetings shall be scheduled quarterly and recorded by the SIF Committee.

Special meetings may be called by the Chair by advising members in writing and supplying them with an agenda at least seven (7) business days in advance of the proposed special meeting date.

### HONORARIUM

There is no honorarium for a position on the SIF Committee.

### DUTIES

The duties of the SIF Committee are those as outlined in the SIF Agreement.

### OPERATING PROCEDURES

The SIF Committee operates according to the terms outlined in the SIF Agreement.